

# Senior Risk Assurance Projects Manager (12-month FTC)

Risk Directorate



## Departmental overview

The Risk Directorate comprises the Risk Oversight team, the Technical Risk and Data Protection team and the Regulatory Risk team. As a second line function, it provides advice, constructive challenge and support to the business on risk.

The Risk Oversight team comprises Enterprise Risk, Controls Management and Risk Assurance. This role will sit within the Risk Assurance team specifically. The Risk Oversight team is accountable for the development, implementation and on-going maintenance of the risk management and controls framework across Nest and oversight of the management of key risks and controls. The team is also responsible for providing effective risk challenge and oversight, to enable the business to operate within its agreed risk appetite.

Reporting to the Head of Risk Assurance, this role will lead the evolution of the Risk Assurance team by delivering enhancements to the risk oversight model and providing effective risk-based challenge to the first line.

## Scope and deliverables

| Key areas      | Role deliverables                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Accountability | <ul style="list-style-type: none"><li>› Lead the development and delivery of an agile and risk-based risk assurance programme, across Nest and its risk taxonomy.</li><li>› Lead the implementation of the risk system, for both the risk assurance and third line functions.</li><li>› Lead the implementation of the risk oversight model, for example, updates to methodology/ templates/ governance/ assurance framework, reporting, stakeholder mapping.</li><li>› Deliver outcome-focussed risk assurance reviews, on an end-to-end basis; from planning of reviews through to issue management, in a timely manner.</li><li>› Support the development of team members through oversight, mentoring and coaching.</li><li>› Collaborate with the wider Risk Directorate to support the organisation in managing its risks to deliver the strategy.</li><li>› Collaborate with internal audit to ensure there is a joined-up view of assurance across 2<sup>nd</sup> and 3<sup>rd</sup> lines of defence.</li></ul> |
| Deliverables   | <ul style="list-style-type: none"><li>› Partner with the 1<sup>st</sup> line to effectively review and challenge their risks and controls.</li><li>› Lead ad hoc projects that are run by the Risk Oversight Team.</li><li>› Engage with Risk &amp; Control Business partners throughout Nest to identify emerging risks and issues, that may require an assurance focus.</li><li>› Review the assurance managers' fieldwork and reports and provide them with ongoing coaching, to further improve the quality of risk assurance reviews.</li><li>› Develop effective relationships and ways of working with our partners e.g. Custodian, Scheme Administrator.</li></ul>                                                                                                                                                                                                                                                                                                                                               |

| Key areas                         | Role deliverables                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| <b>Relationships and autonomy</b> | <ul style="list-style-type: none"><li>› The role will involve working and collaborating with and influencing colleagues across the organisation at all levels, including with those at a senior level within the organisation.</li><li>› Collaborate with other Second Line functions across the organisation.</li><li>› Work with the Chief Risk Officer and wider Risk Directorate to produce outputs for Executive Risk Committee, Risk Committee, Audit Committee and the Board</li><li>› The role will also interact with our Internal Auditor, Risk system provider, Scheme Administrator and Custodian.</li></ul> |

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## Role requirements

### Experience and technical skills

- › Good experience of delivering assurance either in internal audit, surveillance, assurance or monitoring;
- › Previous experience of occupational defined contribution pension schemes or financial services;
- › Experience of working with senior executives/ senior management.
- › Previous experience of managing team members;
- › Broad knowledge of TPR legislation and FCA regulations
- › Good knowledge of control and risk management;
- › Strong influencing skills;
- › Strong analytical skills;
- › Ability to work in a pressurised environment, manage multiple deliverables and meet deadlines;
- › Experience of working collaboratively with different teams across an organisation;
- › Experience of creating reports and/or dashboards;
- › A self-starter, able to use their initiative and work independently;
- › The ability to build strong interpersonal relationships with colleagues, and key stakeholders;
- › The intellectual ability to understand and thoroughly investigate an issue;
- › Excellent verbal, interpersonal and written communication skills;
- › Excellent MS Office skills;

### Differentiators

- › This role offers an opportunity to work for the organisation at a very exciting time and to have a tangible impact on the operation of the scheme in a varied and challenging work environment.
- › The Risk Directorate are renowned for excellent quality of work and the successful candidate will be expected to contribute at a high standard and maintain a high level of performance. Individuals with the necessary skills, team spirit, initiative and drive will thrive in this environment. In exchange for hard work, a flexible and commercial attitude and a willingness to do what it takes to get the job done, there will be ample opportunity to learn new skills and to hone your existing ones in a flexible and welcoming environment.

### Grade

**2T:** Works to achieve operational targets with significant impact on the results of the Function. Works independently with limited supervision.